



SOCIAL SECURITY

Refer to:
S9H: SSA-2019-000297

December 10, 2018

Ms. Emma Best
411A Highland Avenue
Dept. MR 49294
Somerville, MA 02144
56255-682126190@requests.muckrock.com

Dear Ms. Best:

The National Archives and Records Administration (NARA) referred your February 19, 2018 and June 22, 2018 Freedom of Information Act (FOIA) requests to the Social Security Administration (SSA) because some of the information in their files originated with SSA. I am responding to you because of my responsibilities under the FOIA.

In your February 19, 2018 request, you asked for copies of all SF-311 forms submitted to NARA from all agencies for all available years. In your June 22, 2018 request, you asked for copies of all drafted, submitted, or received SF-311 forms produced in the year prior to the receipt of your FOIA request. We completed your request and enclosed the SF-311 forms SSA completed and submitted to NARA between the years 2007 to 2017 (32 pages); however, we are withholding employees' personally identifiable information from the records pursuant to the FOIA Exemption 6.

When we receive a request from a member of the public to release personal information about another individual from our records, we must balance the individual's privacy interest in withholding the information against the public interest in disclosing the information. We must determine whether disclosure would affect a personal privacy interest. Individuals clearly have a substantial personal privacy interest in the personal details furnished to the government. On the other hand, the only public interest we must consider is whether the information sought would shed light on the way an agency performs its statutory duties. We may not consider the identity of the requester or the purpose for which the information is requested. While the public has an interest in knowing how SSA administers the Social Security Act, disclosing records containing personal information about named individuals would not shed light on how the agency performs its statutory duties. Therefore, disclosing this information would be a clearly unwarranted invasion of personal privacy, and the FOIA (5 U.S.C. § 552(b)(6)) does not require disclosure.


If you have questions, or would like further assistance with your request, you may contact our FOIA Public Liaison by email at FOIA.Public.Liaison@ssa.gov; by phone at 410-965-1727, by choosing Option 2; or facsimile at 410-966-0869.

You may also contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration for dispute resolution services. OGIS is an entity outside of SSA that offers mediation services to resolve disputes between FOIA requesters and Federal

agencies. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road – OGIS, College Park, MD 20740-6001; email at ogis@nara.gov; telephone at 202-741-5770; toll-free at 1-877-684-6448; or facsimile at 202-741-5769.

If you disagree with this decision, you may file a written appeal with the Executive Director for the Office of Privacy and Disclosure, Social Security Administration, G-401 WHR, 6401 Security Boulevard, Baltimore, Maryland 21235. Your appeal must be postmarked or electronically transmitted to FOIA.Public.Liaison@ssa.gov within 90 days of the date of our response to your initial request. Please mark the envelope or subject line with “Freedom of Information Appeal.”

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Chyn'.

Monica Chyn
Acting Freedom of Information Officer

Enclosures